

20 December 1973

Note to all MAGID members:

The attached memo should have accompanied the six page memo sent to you on the Relationship Between Production and Service Units. Somehow I failed to make copies for everyone and I apologize for the delay in getting it to you.

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MAGID-3

DDI-5127-3

14 December 1973

MEMORANDUM FOR: Deputy Director for Intelligence
SUBJECT : Status Report on MAGID Activities

1. MAGID's first completed study, the Relationship Between Production and Service Units in the DD/I, is ready for your consideration. The group would be happy to discuss the report with you if you wish.

2. A second study on the Orientation of New Employees should be ready shortly. Two other studies are also well under way: Communications within the DD/I and First Line Supervisors. Some of these may be presented in oral rather than written form. MAGID increasingly sees an inter-relationship among all these topics and hopes the three under way will complement the recommendations in the study forwarded today. We feel careful orientation of new employees, for example, will promote understanding and increase the use of services and staffs. Better first line supervisors in production units will ensure greater exploitation of services, while good supervision in service units will improve morale, in part by the more effective "selling" of service wares. Finally, enhanced communication is an effective tool for promoting a greater sense of cohesion and unified purpose in the Directorate.

3. [redacted] will be leaving MAGID next month, as provided for in the original memorandum establishing the group. At the meeting in January, MAGID will decide on procedures for handling the chairmanship and discuss the possibility--subject to your approval--of having DD/I members from the Agency Management Advisory Group continue to serve in an advisory capacity to MAGID.

[redacted]
Chairman, MAGID

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